

# Donahue Rowing Center



## Manual

Updated 2008  
DONAHUE ROWING CENTER

## Table of Contents

Mission Statement.....	3
Organization Chart.....	4
Rules & Regulations-General.....	5
Rules & Regulations-Boat House.....	6
Rules & Regulations-Dock Rules.....	7
Rules & Regs Parking .....	8
Gasoline Storage & Usage.....	9
Supervision of Teams.....	10
Budget & Finances.....	11
Rules & Regulations-Clubhouse.....	13
Quarterdeck Rental Policy.....	14
Alcoholic Beverage Policies.....	16
Current Rental Rates.....	17
Visitor Policy.....	18

## DONAHUE ROWING CENTER MISSION STATEMENT

7-6-94

*5/8/08 Revised*

### **MISSION**

The mission of the Donahue Rowing Center is to provide and maintain: facilities, instructions, assistance, encouragement and guidance in the sport of rowing to students, adults, adaptive rowing programs and the general public.

### **BACKGROUND**

The Donahue Rowing Center was built on Town owned land by vote of the Shrewsbury Annual Town Meeting in 1991 using major funds provided by the Massachusetts Urban Self Help Program and Irving James Donahue, Jr. Additional funds were received from other private sources.

Ground Breaking Ceremonies took place on April 24, 1992. The first shells were stored in the boathouse on December 5, 1992. Dedication Ceremonies were held April 24, 1993. Final construction was completed in 1994 at a total cost of \$1,074,882 with minimal cost to the taxpayers of Shrewsbury.

The Building committee consisted of: Richard D. Carney, Edwin B. Coghlin, Jr., Vice-chairman, Irving James Donahue, Jr., Gerald S. Shelby, Chairman, and Thomas J. Sullivan.

The Architect Firm was Gale Associates, Inc. of Weymouth, MA, Steven C. Habeeb, Architect. The Contractor was L. V. Mawn Construction Company of Boston, MA.

The first Advisory Committee, responsible for implementing this Mission under the Parks & Recreation Commission, was appointed by the Town Manager as follows: Irving James Donahue, Jr., Gerald S. Shelby, Chairman, and Thomas J. Sullivan.

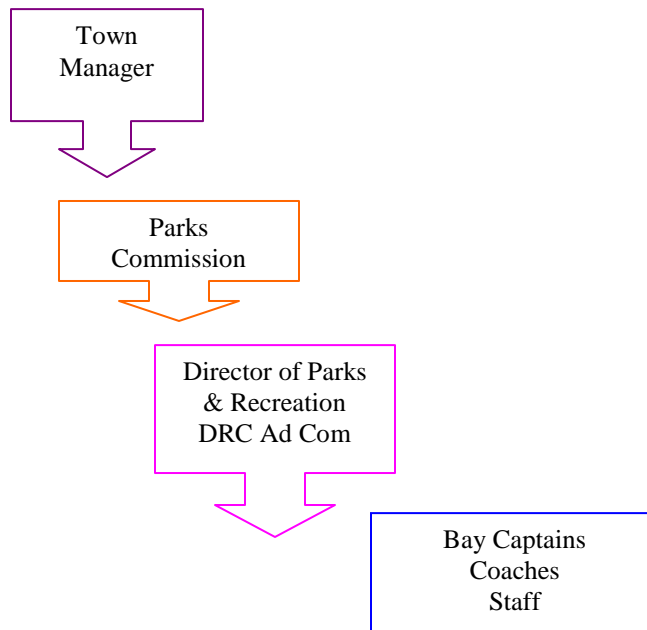
The Donahue Rowing Center 2002 addition, which was donated, has added 4 more storage bays to the original 1992 6 bays for singles, doubles, fours and eights racing shells.

Ownership of the addition was transferred to the Town of Shrewsbury as a gift, costing \$700,000, from Barbara Grant Donahue & Irving James Donahue, Jr. via the Shrewsbury High School Alumni Association, Ronald G. Sanguinet, President.

The addition was dedicated on September 27, 2002 with over 500 past and present rowers of the Donahue Rowing Center present.

## DONAHUE ROWING CENTER ORGANIZATION CHART

3-16-93, Updated 1/04



### **ORGANIZATION**

The Town Manager and Parks & Recreation Commission are responsible for carrying out the mission of the Donahue Rowing Center for the Town of Shrewsbury, implemented by the Donahue Rowing Center Advisory Committee.

### **DRC AD COM**

David Carlstom, Chairperson

Susan E. Falzoi, Secretary

Robert Cox

Staff :

Angela Snell, Director of Parks and Recreation

### ORGANIZATION CHART

Approved by the Town Manager, Daniel Morgado

September 16, 1999  
**DONAHUE ROWING CENTER  
RULES & REGULATIONS**

11-01-94, 5/8/08 revised

DONAHUE ROWING CENTER ADVISORY COMMITTEE  
(DRC ADCOM)

The Donahue Rowing Center Advisory Committee is appointed by the Shrewsbury Town Manager and is under the Shrewsbury Parks & Cemetery Commission. The DRC ADCOM is responsible for the general operation of the facilities and shall make rules and regulations concerning this operation.

**GENERAL**

1. All DRC users shall comply with the Rules & Regulations established by the DRC ADCOM and the LAKE QUINSIGAMOND COMMISSION.
2. Coaches are responsible for overseeing compliance by their crews.
3. Visitors and users of the facilities are expected to contribute to the common good of the Donahue Rowing Center, shall cooperate with each other and shall not destroy, damage or waste the equipment, the facilities, or the property.
4. Users are expected to volunteer for work parties, to work on committees and to provide assistance in maintaining an excellent rowing center for the community.
5. Persons using any boats must be able to swim.
6. Motor vehicles are not allowed in the front of the boathouse without specific permission. Limited parking shall be in designated areas only.
7. Gasoline storage shall only be in DRC ADCOM approved areas on the premises within Shrewsbury Fire Department approved cabinets, containers and quantities. All gasoline shall be stored off the premises during the winter months.
8. NO SMOKING shall be allowed anywhere on the premises, which included all building and grounds within the fenced area.

DONAHUE ROWING CENTER  
RULES & REGULATION

*3-16-93, 1/04 Revised. 5/8/08 Revised*

**BOATHOUSE**

1. Each of the ten storage bays shall designate a Bay Captain and First Mate who will be responsible for the operations in that bay.
2. At all times, when not occupied, the rear bay doors of the boathouse shall be kept locked.
3. Bay #3, under the management of the Parks and Recreation Department, shall be for singles and doubles. Each single or double shall be stored on a separate rack. All boats must have a license agreement on file at the town hall
4. Individual privately owned shells or boats shall not be stored in bays assigned for school use unless used for school purposes.
5. Coaching boats may be temporarily stored on a bay floor if a school has been assigned use of the full bay or if boats do not interfere with others using the bay.
6. Rack rental fees shall be on a yearly basis starting July 1 to June 30, payable to the Town of Shrewsbury in full on July 1 for the upcoming year.-Fee schedules will be set by December 31 for the next fiscal year.
7. Users who have not paid their rack fees within 30 days of the due date may lose their usage privileges after written notification to the address shown on the License agreement application. A late fee will be charged.
8. Bays may be sectioned off by users for secured storage, offices, etc. with the approval of the DRC ADCOM.
9. No sub-letting of rack space.

## DONAHUE ROWING CENTER RULES & REGULATIONS

4-13-93, 5/8/08 Revised

### **DOCK RULES**

1. All launching shells will launch from the NORTH end of the dock. Both sides of the dock should be used.
2. All landing shells will land on the SOUTH end of the dock. Both sides of the dock should be used.
3. No oars should be left on the dock at any time. Oar racks should be used when launching and landing.
4. All launching shells will observe a 2 minute limit on the dock from the time the shell is placed in the water to the time that it launches. All landing shells will also observe a 2 minute limits on the dock from the time that the shell lands to the time that it is lifted from the water. This time limit must be strictly observed during the hours of sunrise to 6:00 am; 7:00 am as to 8:00am; 3:00 pm to 5:00pm; 6:00 pm to sunset.
5. Launching and landing is done on a first come first serve basis. Shells should line up on the ramp and wait their turn to launch. Landing shells should line up off the SOUTH end of the dock and wait to land. During peak times launching shells may use the SOUTH end of the dock as long as there are no shells waiting to land and landing shells may similarly use the NORTH end of the dock. Boats must wait their turn to land even if they are using the NORTH end.
6. Nothing should be left on the dock after launching or landing (i.e. shoes, water bottles, sweatshirts).
7. Launches are allowed to tie only to the center section of the dock and are only allowed to stay for short periods of time (under 5 minutes). Launches are never to be put in the water from the dock. Engines should never be put into the launches from the dock. No launches are allowed to be tied to the dock overnight.
8. All launches should be secured to the shore or launch docks so they do not obstruct shells launching or landing. They preferable should be pulled up on shore.
9. Nothing, except launches, should be left outside of the bays at any time. Launches must be only kept in designated launch storage areas along shoreline.

10. Subject to any other regulations by the Lake Quinsigamond Commission

DONAHUE ROWING CENTER  
RULES & REGULATIONS

**PARKING LOTS & GROUNDS**

1. Trailers must be left in the upper parking lots. Two trailers shall not park across from one another. This is the fire lane.
2. The lower parking lot is reserved for the use cardholders (renters and coaches). All other vehicles (including vans) must be parked in the upper lots. Parking by permit only on race days.
3. No shells shall be stored on the grounds or in the parking lot.
4. Coaches shall instruct parents to drop off and pick up in the boat ramp next door. Parents vehicles are not allowed inside the fence at the DRC.

4/13/1993

5/8/2008 *Revised*



DONAHUE ROWING CENTER  
GASOLINE STORAGE AND USAGE

1. Gasoline storage, on or within any part of the premises, shall be only within U.S. Coast Guard Approved motorboat portable gasoline containers that are in good condition.
2. All flammable material storage within the boathouse shall only be within OSHA and Shrewsbury Fire Department approved flammable storage cabinets. Gas cans shall never be stored on the floor or any other location.
3. The MAXIMUM amount of gasoline that may be stored in any flammable storage cabinet shall be 30 gallons in Bay 1-6 and 60 gallons Bay 7-10. (Total allowable maximum gasoline storage in Bays 1-6 is 150 gallons; Bays 7-10 is 180 gallons in no more than 3 cabinets.)
4. There shall be NO TRANSFER of gasoline or oil from one container to another anywhere on the premises. Gas tanks must be filled and fuel mixed off the premises.
5. Flammable storage cabinets shall always have doors closed and secured when not actually storing or removing items. If locks are used, duplicate keys must be given to the Director of the Donahue Rowing Center and the Director of Parks & Recreation for periodic cabinet inspections.
6. Small quantities of other miscellaneous flammable materials such as paint, spray cans of lubricants, cleaners, paints, etc., shall be stored only with permission and shall be within cabinets certified for storage of flammables.
7. No other flammable materials shall be stored in any part of the clubhouse except small quantities of cleaning supplies in the Janitor's Room.
8. NO SMOKING is allowed in the boathouse, clubhouse or in the fenced-in premises in general, including the docks.
9. IMPORTANT.....Infraction of any of the above rules and regulations concerning gasoline storage and usage could result in loss of gasoline storage privileges anywhere on the premises.

*11/3/92 Rules & Regulations Approved by the Town of Shrewsbury & Chief, Shrewsbury Fire Department.*

*2002 Amended*

*3/11/03 amended*

## DONAHUE ROWING CENTER SUPERVISION OF TEAMS

- Coaches must supervise their teams while on the premises.
- Coaches are responsible for the actions of their rowers in the Quarterdeck.
- Rowers and guests are not to sit on the porch railings.
- Rowers need to be respectful of others near the docks and bays.
- Bags may be left in the Quarterdeck by crews only on race day. Bags should not interfere with the traffic flow of the facility.
- Men's and ladies' facilities must be accessed directly from their outside doors, NOT through the Quarterdeck. Exit from the facilities shall also be from the restroom exits.
- Water bottles should be thrown in proper receptacles. Teams should pick up after themselves.
- When leaving the bays at the end of the day, check to be sure all lights are shut off and water bottles have been thrown away.
- In the early morning, rowers need to talk into their boats so as not to disturb residents who live on the waters edge.
- Vandalism will not be tolerated.
- Last coach on premises must lock up and shut off lights in the bay and clubhouse.

## Special Functions

- Special functions on the grounds or in the clubhouse must be booked ahead with the Parks and Recreation Department. A request form must be filled out in advance and returned to the office for each function. You will be notified of your approval. Teams are responsible for any set up, clean up, and trash removed to the dumpster for any functions they hold. Staff is not provided for functions without a rental fee.

## Other

- Gas tanks must be marked with the school name.
- Unused equipment must not be allowed to accumulate on the outside of the boathouse.
- All parties are referred to DRC general rules & regulations regarding general rules, boathouse, clubhouse, gasoline storage and usage, and dock rules.
- **Bay Captains and coaches are asked to review these rules each season with their rowers and guests.**
- The host school should send a copy of the Donahue Rowing Center Rules & Regulations to the visiting team(s) prior to the race.
- All race schedules must be provided to the Parks and Recreation Department and the Lake Quinsigamond Commission in advance of the season.

*Revised 3/01, 3/11/03*

## DONAHUE ROWING CENTER RULES & REGULATIONS

7-5-94

### BUDGET & FINANCES

#### **INTRODUCTION**

This document is put together as a record of the basic financial thinking that went into the first budget preparation of the Donahue Rowing Center.

#### **BACKGROUND**

The Financial Construction Policy for the Donahue Rowing Center was to build this facility at no or minimal cost to the Town. This was accomplished. Major construction funds came from the Massachusetts Urban Self-help Program, Irving James Donahue, Jr. and other private sources with minimal cost to the Town of Shrewsbury.

When the Donahue Rowing Center was expanded in 2002, it was again built at no cost to the Town as the addition was transferred to the Town of Shrewsbury as a gift, via the Shrewsbury High School Alumni Association.

The financial Operation Policy of the Donahue Rowing Center was to have users pay for all short and long term operating and capital costs and to be no major financial burden to the Town of Shrewsbury. The primary source of operating income was to come from rental of rack space by users for the storage of shells, including the town of Shrewsbury at one-half the rack rental rate charged to others per terms of the state grant. Other income may come from rental of THE QUARTERDECK (Club Room), special fund raising programs and events, special gifts, etc.

The rack fees established from the time of initial shell storage on December 5, 1992 to June 30, 1993 was set at \$500.00 per rack for eights and fours, and \$250 for singles. Rack fees for next financial years starting each July 1 will be established by December 31<sup>st</sup> of the preceding year.

#### **LONG RANGE PLANNING WITHIN THE DRC REVOLVING FUND**

A Donahue ROWING CENTER REVOLVING FUND for the operation of the facilities was voted at the 1993 annual town meeting. All rack fees and other income will be paid into this fund and all expenditures will be made from this fund which will be kept as a single accounting entry by the Town Accountant but kept in an itemized BUDGET and RESERVE FOR MAJOR EXPENDITURES form by the Parks & Recreation Director.

## **FUNDED DEPRECIATION**

Consideration was given to including Funded Depreciation in the yearly budget process which is commonly done in educational institutions, hospitals, Shrewsbury Light Department, etc. If the Donahue Rowing Center is valued at \$1,000,000, with a 40 year life which is commonly required by the IRS, it would have a funded depreciation rate of 2 ½% or \$25,000 per year.

If we added this amount to the Estimated Operating Budget of \$30,000 we would have a total operating budget of \$55,000 per year. In December 1992 there were an expected 42 paying eight-or-equivalent fee paying entities which would make an eight-rack fee of \$1310 for a full year. This would not be a reasonable acceptable fee to charge the potential users in the Central Massachusetts marketplace.

It therefore became important to itemize the projected long-range costs that would normally be included within funded depreciation and determine what costs must be included. We shall label these items under RESERVE FOR MAJOR EXPENDITURES within the DONAHUE ROWING CENTER REVOLVING FUND with the full knowledge that it constitutes an amount that is less than normally obtained under usual funded depreciation methods.

**DONAHUE ROWING CENTER  
RULES & REGULATIONS**

3-16-93

**CLUBHOUSE**

1. NO DRINKING of alcoholic beverages will be allowed inside or outside the premises, except special events allowing alcoholic beverages to be served in THE QUARTERDECK (Club Room) may be permitted upon the approval of the DRC ADCOM and the licensing by the Shrewsbury Board of Selectmen if required. (See Alcoholic Beverages section on page 16)
2. Use of the QUARTERDECK (Club Room) shall be subject to the rules, approval and scheduling by the DRC ADCOM.
3. Use of the clubhouse shall be within designated hours of 5 am and 11 pm  
Entrance to locker room and rest room areas by rowers shall be through outside locker room doors only.
4. The proper conduct, as defined by the DRC ADCOM, of all users within the Clubhouse shall be the responsibility of the Bay Captains and the Coaches. Facility users are to keep the premises neat and clean for next users.
5. Crew members awaiting scheduled rowing time shall do so outside of the clubhouse and deck. The same shall apply after rowing unless for a scheduled use of the facility.

DONAHUE ROWING CENTER  
RULES & REGULATIONS

6-16-94

**THE QUARTERDECK CLUBROOM RENTAL POLICY**

**BACKGROUND**

The policy of the Donahue Rowing Center is to make available and to encourage the use of the Clubhouse and THE QUARTERDECK CLUBROOM for approved use by fee paying users of the DRC Boathouse and others in accordance with the Donahue Rowing Center Advisory Committee (DRC ADCOM) Policies, Rules & Regulations. The fee schedule for rents shall be determined on the basis that all of the cost of the operation of the facilities is to be obtained from fees obtained from users except as otherwise noted below.

The terms of the 1988 Urban Self-Help Program State Grant require the “no facility may charge fees except those given a waiver to do so by the Secretary of Environmental Affairs” and “under no circumstances should proposed fees for non-residents be more than twice those of residents”. A written waiver for charging fees has been received.

**THE QUARTERDECK RENTAL FEE STRUCTURE**

1. There shall be no QUARTERDECK rental fee charge for DRC ADCOM approved scheduled use by:
  - a. DRC Boathouse coaches & crews, QRA and others, who have paid rack fees, for special meetings and approved events connected directly with rowing.
  - b. Municipal Boards & Committees and other related groups, on an occasional basis.
  - \* c. Municipal professional groups, once per year (\*added 3-23-94)
  - d. Special DRC sponsored events such a DRC fund raising, rowing instruction classes, regatta planning, etc.
2. There shall be one-half rental fee charge for use by DRC ADCOM approved non-profit organizations connected with the sport of rowing.
3. Full rental fees shall be paid by:
  - a. Organizations not connected with rowing.
  - b. Approved adult private functions such as:
    - (1) Weddings
    - (2) Private parties or meetings
4. The DRC Advisory Committee will review the fee structure on an annual basis or less.

5. All rental fees received will be deposited into the Donahue Rowing Center Revolving Fund and designated as Rental Fee Income in the Parks & Recreation Records.
6. The requirement for the hiring of extra police protection shall be determined for each event.
7. The requirement for the hiring of extra Donahue Rowing Center attendant services shall be determined for each event.
8. A \$50.00 deposit may be required for groups generating any significant amount of trash. Checks should be made payable to Town of Shrewsbury.
9. The schedule for the use of THE QUARTERDECK shall be maintained in the Parks & Recreation Department Office in the Shrewsbury Municipal Office Building.
10. Rental fee for THE QUARTERDECK:  
(See current rate sheet on page 17.)

### **ALCOHOLIC BEVERAGES**

1. No alcoholic beverages shall be allowed on the premises except after the following steps have been completed in the order shown:
  - A. A written application has been filled out, submitted and approved by the DRC ADCOM.
  - B. A written application for a one day license has been submitted at least one month prior to the event and approved by the Shrewsbury Board of Selectmen.
  - \* C. A Liquor Law Liability Coverage Certificate in the amount of \$500,000 \* naming the Town of Shrewsbury as an additional insured shall be provided prior to final approval.  
\*NOTE: VOTED 06/15/94
2. Approved area for consumption shall be confined to inside the QUARTERDECK CLUBROOM and on the covered porch only. No alcohol shall be allowed in any other area of the DONAHUE ROWING CENTER premises including docks. Violations will be prosecuted in accordance with state and local laws and DRC ADCOM rules & Regulations. Facility use permit may be immediately revoked.

Town of Shrewsbury  
Donahue Rowing Center

**QUARTERDECK ALCOHOL PERMIT POLICY & PROCEDURES**

\*\*\*Procedure For Groups Wishing To Serve Alcohol\*\*\*

The following items must be done, and in the order shown, if you wish to serve alcohol.  
{ A minimum lead time of eight weeks is advised. }

1. Confirm the availability of your date. Place a tentative reservation.
2. Complete the attached application and return it to the Parks and Recreation Department at the address given below.
3. Next, contact the office of the Selectmen at Shrewsbury Town Hall regarding the procedure for obtaining a beer/wine or liquor license. This requires a hearing by the Board of Selectmen at their regular weekly meeting (biweekly during the summer).
4. Once your license is approved and prior to your event, you must obtain and submit to the Parks and Recreation office a certificate verifying JUA Liquor Liability insurance coverage in the amount of \$500,000./1,000,000. and naming the Town of Shrewsbury as an additional insured party. (Your caterer, if any, may be able to provide you with the required insurance coverage and certificate.)

ALCOHOL SERVED AT THE DONAHUE ROWING CENTER IS TO BE  
CONFINED TO THE CLUB ROOM AND COVERED PORCH. NO  
ALCOHOL IS PERMITTED IN ANY OTHER AREA OF THE FACILITY.

Direct correspondence and inquiries to:  
Town of Shrewsbury  
Parks and Recreation Department  
Town Office Building  
100 Maple Avenue  
Shrewsbury, MA 01545  
(508) 841-8503



**Town of Shrewsbury  
Parks and Recreation Department  
Donahue Rowing Center**

**Rates for FY 08/09**



**Rack Rentals**

<b>Rack Rate</b>	<b>Per Year</b>	<b>Per month*</b>
8's	\$800.00	\$80.00
4's on a 8 rack	\$800.00	\$80.00
Doubles	\$400.00	\$60.00
Singles	\$400.00	\$60.00

\* Or any part. Not to exceed yearly rate.

Yearly rate is based on rental period of July 1<sup>st</sup> to June 30<sup>th</sup>.

\$10.00 Electronic card for bay access

**Quarterdeck Rentals**

Function room is available for rent for private parties. Room is suitable for 60-80 people seated or 100 people standing. Please contact the office for more details and to schedule the room.

\$70.00 per hour, 3 hour minimum required.

\$50.00 damage deposit, refundable upon clean up of facility.

Prices effective July 1, 2008 to June 30, 2009.  
Please contact the office for more information at 508-841-8503.

## **Donahue Rowing Center**

### **Visitor Policy**

Established 5/8/08

1. Any school, organization or individual that wishes to “host” a visiting crew, other than during a scheduled race, must notify and obtain permission from the Parks & Recreation office, in advance, the date, time, and name & contact of the visiting crew club. You will need to wait to for confirmation from the Parks & Recreation office to make sure their visit doesn’t conflict with any other scheduled use at the DRC.
2. An adult member/coach from the home organization must meet the visiting team at the DRC to inform them of the DRC rules and Lake Quinsigamond rules.
3. This policy is for teams or groups coming to use the facility outside of a scheduled race.
4. The use of the DRC is for renters of the facility and their quests only. Any school or club that wishes to use the DRC outside of a scheduled race must have a host team present.

**Rule 21.** The Rules and Regulations of the Lake Quinsigamond Commission shall be enforced by any state or municipal officer empowered to enforce the State Boating Laws of Massachusetts. Each such officer shall have jurisdiction over all waters of Lake Quinsigamond and its adjoining shores and may in the performance of his duties cross over or through public or private lands and property whether covered by water or not.

**Rule 22.** No boat, vessel, or vehicle shall be left moored or unattended within the loading area of any public boat ramp.

**Rule 22 A.** Fishing, sun bathing, or loitering is prohibited in or on any public boat ramp actively being used for the loading or unloading of boats.

**Rule 22 B.** Swimming is not allowed within fifty feet of any public boat ramp.

**Rule 23.** No person shall feed any wild animal including birds, ducks, geese, or similar water fowl in or on Lake Quinsigamond or within its adjoining shores.

**Rule 24.** All structures including ice fishing houses built on or moved on the ice over Lake Quinsigamond, Flagg Pond, and Flint Pond are subject to the following: Structures must identify and display the owner's name and address with at least two inch block letters; Structures must be removed prior to ice out, no later than February 15th of each year; If the structure is not removed the owner will forfeit the privilege for future permits and be subject up to \$500.00 fine; Permit fee of \$20.00 per year.

**Rule 25.** An event fee of \$100.00 per event day, shall be assessed any organization granted a permit by the Lake Quinsigamond Commission to conduct activities on Lake Quinsigamond that substantially use or interfere with the general use of Lake Quinsigamond, Flint Pond or Flagg Pond.

**Rule 25 A.** Events: A race, regatta, parade, exhibition or practice for a race which is conducted according to a prearranged schedule and which by its nature, circumstances or location will introduce extra or unusual hazards to the safety of life or property on the waters of Lake Quinsigamond may not be conducted without a permit issued by the Lake Quinsigamond Commission.

**Rule 25 B.** The Commission may impose restrictions or special conditions upon any applicant or organization in the issuance of a Special Use Permit. The failure of any applicant, organization or participant to perform those special conditions set by the commission shall make the Special Use Permit, null and void. Any law enforcement officer, who has knowledge that the special conditions are not being enforced, shall terminate the event if the conditions cannot be immediately conformed to.

**Rule 25 C.** No person, organization (public or private), participant, vendor, school, coach or volunteer may participate in an event that does not have in possession a valid Special Use Permit from the Lake Quinsigamond Commission.

**Rule 26.** Upon public notice as required by Massachusetts General Law, the Lake Quinsigamond Commission shall meet in a public place, located within the Town of Grafton, Town of Shrewsbury, or the City of Worcester.

**Rule 27.** The Chief of Police of the Town of Shrewsbury, ex officio and the Chief of Police of the City of Worcester, ex officio, may appoint a designee to represent them and act on their behalf to conduct business of the Lake Quinsigamond Commission.

**Rule 28.** No person, company, or organization of any type may "power load" a vessel onto a trailer or "power clean" any engine or conduct any mechanical work or analysis within a boat ramp area of Lake Quinsigamond.

**Rule 29.** The Lake Quinsigamond Commission may ban an operator of any vessel from the waters of Lake Quinsigamond for a period of up to one year if the Commission finds after public hearing that the person operated a vessel in a manner that was negligent or endangered the public.

**Rule 30.** The Lake Quinsigamond Commission may order the removal of any vessel from the waters of Lake Quinsigamond for a period of up to one year if the Commission finds after public hearing that the vessel was operated in a manner that was negligent or endangered the public.

**Rule 31.** Motorized boats or vessels of any nature exceeding 30 feet in length are prohibited on Lake Quinsigamond. (Does not apply to Crew boats.)

**Rule 32.** Persons or vessels participating in the Coaching, Practicing, or Training of rowing or crew shall have distinctive identification as determined by the Commission after consultation with representatives of the participating schools.

Whoever shall violate any of the above rules and regulations shall be subject to a fine not less than \$50.00 and not more than \$500.00 for each offense. Any person having law enforcement powers or a member of the sworn police service of the Commonwealth of Massachusetts, upon observing any violation of these rules may arrest without a warrant and bring such person before the appropriate court. This power of arrest is in addition to any powers of arrest granted under existing laws.

The above rules voted and approved on November 16, 2005 by Commissioners of the Lake Quinsigamond Commission.

**For More Information Contact**

Shrewsbury Police Department  
106 Maple Avenue  
Shrewsbury, MA 01545  
Main Tel. No. (508) 841-8577  
Fax (508) 841-8494

*A. Wayne Sampson, Chief of Police*

**Visit Our Web Page at**  
**[www.shrewsbury-ma.gov](http://www.shrewsbury-ma.gov)**

# **Rules and Regulations of the Lake Quinsigamond Commission 2006**

*The Lake Quinsigamond Commission, acting under the authority of Chapter 294 of the Special Acts of the Legislature of Massachusetts of the year 1916, as amended by Chapter 357 of the Acts of 1973 and other amendments thereto, adopted the following Rules and Regulations pertaining to Lake Quinsigamond.*

**Rule 1.** Any vessel, vehicle, or recreational vehicle of any nature operated on Lake Quinsigamond must meet the statutory requirements of the General Laws of the Commonwealth of Massachusetts. All operations of water craft on the water of Lake Quinsigamond shall be in strict compliance with the U.S. Coast Guard Rules and Regulations, the General Laws of the Commonwealth of Massachusetts and Rules and Regulations of the Lake Quinsigamond Commission as ordered.

**Rule 2.** No person shall illegally discharge sewage, thermal pollution, siltation or any other substance which by itself, or in combination with any other substance, might tend to create a public nuisance into Lake Quinsigamond or into Flint Pond or Hovey Pond, or tributaries thereto, or all of them, in the county of Worcester. Nor shall any person illegally fill in said lake or said pond or illegally obstruct the flow into or from said lakes or ponds, including all waste or refuse from any dwelling, building factory or other establishment. No person shall litter the lake or its shoreline or its tributaries.

**Rule 3.** All boats or any water craft must if equipped with toilet facilities have a marine approved holding tank. Boats or any water craft having toilet facilities equipped to discharge effluent overboard will not be permitted on the water of Lake Quinsigamond unless the thru hull fitting for discharge is plugged from the outside of the boat or craft.

**Rule 4.** No person shall annoy another person or utter any profane, indecent, threatening or abusive language or loud outcry, or play any game of chance, or have possession of any instrument of gambling or do any obscene or indecent act, or use, for the purpose of annoying another person a flashlight or any light or horn or other device, in or upon the waters of Lake Quinsigamond. The use of a bull horn, megaphone, or other Amplification device after 8:00 p.m. or before 7:00 a.m., except in an emergency, shall constitute a disturbance of the peace.

**Rule 5.** No person shall operate any boat, vessel, snowmobile, motorcycle or other vehicle of any type at a speed greater than 40 M.P.H. or a safe and reasonable speed depending on existing conditions, except during an official supervised race for which the Quinsigamond Commission has issued a permit in writing. The operator of any boat, vessel, snowmobile, motorcycle, or other vehicle of any type shall reduce boat to headway speed where operator's vision is obscured by bridges, curves, or bends. Speed at all times must be reasonable and proper for existing conditions.

**Rule 6.** All persons using the water of Lake Quinsigamond must obey official marker buoys and signs. Craft shall not be tied to buoys or moorings.

**Rule 7.** No person shall post, paint, affix or display any sign, notice, placard or advertising device on any part of the waters of said lake up to the high water mark, except with the written authority of the Lake Quinsigamond Commission.

**Rule 8.** No person shall moor any vessel, boat, canoe, raft, buoy or float or erect a wharf, wharves or other structures in the waters of Lake Quinsigamond which presents any hazard, or is not consistent with the reasonable and safe use of the lake as determined by the Lake Quinsigamond Commission. The Commission may order the removal of any such item which it deems hazardous.

**Rule 8 A.** Any person installing or placing a dock in the waters of Lake Quinsigamond, Flint Pond, or that portion below Stringer Dam shall apply for and construct said dock in compliance with "New Dock Permit Application Process" and "Dock Construction Regulations" as enacted by the Lake Quinsigamond Commission on May 19, 1999.

**Rule 8 B.** All docks must be maintained in a safe structural condition. Any dock or part thereof deemed hazardous by a commissioner or police officer authorized by the commission may order the repair or removal of said dock. If a dock is deemed a hazard, the owner shall be given 30 days to either repair or remove said dock. The failure of the owner to repair or remove said dock may result in an order by the Commission to remove said dock at the expense of the owner in addition to fines and court fees.

**Rule 8 C.** No boat, vessel or vehicle of any type shall be moored or secured to any unregistered dock or to a dock that fails to display a valid registration plate and sticker. The registered owner of said boat, vessel or vehicle shall be subject to a fine of fifty dollars (\$50.00). Each day that said boat, vessel or vehicle is moored to said unregistered dock shall constitute a separate violation.

**Rule 8 D.** Each valid registration plate shall/will entitle said registered owner to moor their boats, vessels or vehicles for residential property and one boat, vessel, or vehicle for condominiums and commercial docks. Any vessel not registered to the dock owner and so moored for more than seven days in a calendar year, shall constitute a commercial dock space requiring approval of the Commission for a commercial permit.

**Rule 8 E.** All wharfs or docks must display a valid registration sticker by May thirtieth of each year.

**Rule 9.** No person shall abandon a boat, canoe or other vessel, or leave the same unfixed, or allow boats, wharves, floats and barrels to go adrift upon the water of Lake Quinsigamond.

**Rule 10.** Swimming is prohibited at any point in the lake more than 50 feet from land and in those areas officially marked "No Swimming". Swimming across the lake is prohibited in all cases.

**Rule 11.** Jumping and diving off bridges, buildings or other structures into the lake is prohibited, except wharves and designated diving structures. Jumping or diving from ropes or lines attached to trees or structures is also prohibited.

**Rule 12.** Ski-Kites are permitted only with written authorization from the Lake Quinsigamond Commission.

**Rule 13.** No person shall use the waters of Lake Quinsigamond for the taking off or landing of aircraft, except in case of emergency or authorization from the Lake Quinsigamond Commission.

**Rule 14.** No person shall conduct a powerboat rental agency or carrying of passengers for hire on the waters of Lake Quinsigamond, except as prescribed by and specified in a permit to be issued by the Lake Quinsigamond Commission.

**Rule 15.** No Person shall at any time make an opening in the ice of Lake Quinsigamond exceeding ten inches in diameter, unless in case of emergency, except by permission of the Lake Quinsigamond Commission.

**Rule 15 A.** No person, vessel, aerators, water pumps, heating-ventilation system, or device of any kind may be used that would interfere with the natural cycle of icing on Lake Quinsigamond. Except by permission of the Lake Quinsigamond Commission.

**Rule 16.** All powerboat racing and water-ski competition, snowmobile races, iceboat races, canoe races and regattas are prohibited without the written permission of the Lake Quinsigamond Commission.

**Rule 17.** Snowmobiles, motorcycles, iceboats and other winter recreational vehicles shall exercise reasonable caution and are prohibited from operating over open water at any time, and shall follow the laws of the Commonwealth of Massachusetts and shall keep a reasonable distance from all persons, structures and cleared skating areas. Automobiles and trucks are not permitted on the ice. All ice racing must be with the written permission of the Lake Quinsigamond Commission. The race course must be clearly marked to ensure the safety of the general public.

**Rule 18.** Racing by ice boats, whether propelled by motors or otherwise, motorcycles, snowmobiles or other recreational vehicles, powerboats or sailboats must be held on the portion of the lake that is north of the Lake Quinsigamond Bridge, Route 9, and only on a special permit that will be issued by the Lake Quinsigamond Commission. The race course must be marked and protected so as to ensure the safety of the general public.

**Rule 19.** All craft not covered by state or federal regulations must carry and display appropriate lighting from sunset to sunrise, including at least one portable flashlight.

**Rule 20.** Sailboats shall have the right-of-way over racing shells, canoes and row boats on Lake Quinsigamond.